



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715

PLANNING AND ZONING COMMISSION

DATE: WEDNESDAY, December 7, 2016 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

Minutes

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Planning and Zoning Commission and to the general public that the Planning and Zoning Commission will hold the above meeting in Council Chambers at Jerome Town Hall. Members of the Planning and Zoning Commission will attend either in person or by telephone, video or internet conferencing. The Planning and Zoning Commission may recess the public meeting and convene in Executive Session for the purpose of discussion or consultation for legal advice with the Town Attorney, who may participate telephonically, regarding any item listed on this agenda pursuant to A.R.S. § 38-431.03 (A)(3).

ITEM 1: CALL TO ORDER/ROLL CALL

Chair Lance Schall called the meeting to order at 7:03 p.m.

Roll call was taken by Jennifer Julian, Minute Taker. Commission members present were Lance Schall, Margie Hardie, Mike Parry and Zachariah Runyon.

Staff present were Kyle Dabney, Zoning Administrator, and Jennifer Julian, Minute Taker. Former Zoning Administrator Al Sengstock was present via teleconference.

ITEM 2: APPROVAL OF MINUTES FROM MARCH 3, 2016

Commissioner Parry moved to approve the minutes of March 3, 2016 as presented. Commissioner Hardie seconded. The motion passed with 3 votes in favor. Commissioner Runyon abstained as he was not present at the March meeting.

ITEM 3: PETITIONS FROM THE PUBLIC

There were no petitions from the public.

ITEM 4: ELECTION OF VICE CHAIR and Swearing In of New Commissioner

Chair Schall nominated Commissioner Parry to be Vice Chair. Commissioner Hardie seconded. The motion passed unanimously.

Commissioner Runyon read and signed the oath of office. It was witnessed by Chair Schall.

ITEM 5: REQUEST: REVIEW OF A PROPOSED PARKING STRUCTURE

APPLICANT: IDEAS-A-PLENTY, LLC (STEVE KNOWLTON AND NANCY ROBINSON)

ADDRESS: 446 CLARK ST.

ZONE: C-1

OWNER OF RECORD: ABOVE

APN: 401-06-032, 401-06-033, 401-06-026Q

The applicants are requesting review and approval of the construction of a parking structure.

The applicants were present.

Mr. Sengstock presented the item. Although it is a substantial structure and largely unprecedented in Jerome, it is simple from a zoning perspective. In addition, the objective of creating on-site parking is desirable. Mr. Sengstock also explained that, if approved, once the parking spaces have been created, it loses its nonconforming status and can never revert back to less than the parking that has been created.

The structure meets all of the zoning requirements. There is no restriction on percentage of lot coverage. The rear setback is exceeded by eight feet. There are no front or side setbacks required.

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Mr. Sengstock recommended that the motion include that stamped engineering and drainage plans be submitted along with the building permit. He recommended approval.

Chair Schall asked for comments from the commissioners. There were no remarks.

Commissioner Hardie moved to approve the parking structure with the condition that the engineering report is submitted at the time of getting the building permits. Vice Chair Parry seconded. All were in favor and the motion passed unanimously.

ITEM 6: REQUEST: BUILD AN ADDITION FOR A SECOND PUBLIC BATHROOM

APPLICANTS: EKZ, LLC (ROBERT CONLIN, JR.)

ADDRESS: 119 JEROME AVE.

OWNER OF RECORD: DRK, LLC

ZONE: C-1

APN: 401-06-013

The applicant requests review and approval of an addition to the original building to add a second ADA bathroom.

The applicant was present.

Mr. Sengstock presented the item. This project is an effort to catch up to current building codes by adding an additional women's ADA-compliant bathroom. The addition includes the new bathroom and the deck extension to access the bathroom. It is subject to all building permits. He recommended approval.

Chair Schall asked if the existing restroom had come before the Planning & Zoning Commission. Mr. Conlin said yes, the unisex ADA-accessible restroom was approved in 2011.

Chair Schall moved to approve the additional bathroom as submitted. Vice Chair Parry seconded.

Commissioner Hardie pointed out that the motion should include approval by the fire department, building department, and any other relevant town department prior to Planning and Zoning approval.

Mr. Sengstock said that the Building Inspector Mr. Wolstencroft and Fire Chief Blair always work together on construction, but it is also appropriate to say approval is conditional on all building permits and fire safety reviews being accomplished prior to issuing the permit. His Notice of Decision will include that with the Commission's decision.

Chair Schall amended his motion to include fire inspection, building inspection, and plan check (the usual procedure for construction). Commissioner Hardie seconded. All were in favor and the motion passed unanimously.

ITEM 7: FUTURE AGENDA ITEMS

Mr. Sengstock said that the Commission had previously discussed home occupations. He will brief Mr. Dabney on the status so that it can come before the Commission again. Commissioner Hardie mentioned that the Commission had received a packet about home occupations and Mr. Sengstock agreed to provide it again.

ITEM 8: ADJOURNMENT

Commissioner Runyon moved to adjourn. Vice Chair Parry seconded. The motion carried unanimously and the meeting adjourned at 7:20 p.m.

Approval on next page.

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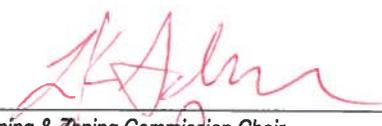
DATE: WEDNESDAY, December 7, 2016 TIME: 7:00 pm

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Respectfully submitted by Jennifer Julian on February 1, 2017.

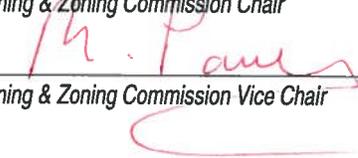
Approved: _____


Planning & Zoning Commission Chair

Date: _____

2/1/2017

Attest: _____


Planning & Zoning Commission Vice Chair

Date: _____

2-1-17